

## REQUEST FOR PROPOSAL

**TENDER REFERENCE NUMBER: COR6454/2020/RFP**

**SUPPLY, INSTALLATION, COMMISSIONING, HANDOVER AND MAINTENANCE OF NEW DETECTION EQUIPMENT AND DE-COMMISSIONING OF EXISTING DETECTION EQUIPMENT FOR A PERIOD OF 5 YEARS AT AIRPORTS COMPANY SOUTH AFRICA OWNED AND OPERATED AIRPORTS**

**Issue Date: 23 September 2020**

### Non- Compulsory Briefing Session Locations

(Potential bidders are invited to attend one of the briefing sessions set on the dates below)				
Province	Location	Briefing session date and time		Site Walk-about date and time
Virtual	Microsoft Teams Only companies that have registered through the following email address: <a href="mailto:kabelo.rapeu@airports.co.za">kabelo.rapeu@airports.co.za</a>	<b>06 October 2020</b>	10:00am -12:00 noon	Only by appointment (Only at O.R. Tambo International Airport)

**Closing Date: Friday, 30 October 2020 at 12:00 noon**

**Clarification to queries and questions: 06 October – 22 October 2020**

**NAME OF TENDERER: .....**

## TENDERER'S DETAILS

1.	NAME OF TENDERER (BIDDING ENTITY)	(FULL NAME, i.e. (CC, (Pty) Ltd, JV, SOLE PROPRIETOR)
.2.	TEL NUMBER	
.3.	FAX NUMBER	
.4.	EMAIL	
5.	NAME OF CONTACT	
6.	NATIONAL TREASURY CSD REGISTRATION NUMBER	

## SECTION 1: INSTRUCTIONS TO BIDDERS

### 1.1 Collection of RFP documents

The Bid documents will be available from **23 September 2020**. Electronic copies of the bid documents will be available for download on the National Treasury eTender Portal and ACSA Tender Bulletin during the same period. No bid documents will be available at the briefing session or at the Employer's offices.

Tender documents may be downloaded from the following websites:

<http://www.etenders.gov.za>

<http://www.airports.co.za/business/tender-bulletin/current-and-future-tenders#>

### 1.2 Submission of bid documents

The submission must be in a sealed envelope or other alternative sealed packaging. The envelope/packaging containing bid documents must be clearly marked on the outside with the **bidder's postal and physical address**, the **full description of the bid**, **bid reference number**, **bid box reference** and the **details of the Bid Management Office/Procurement department** where the bid will close. The documents must be completed and signed by an **authorised** person on behalf of the bidder. The bottom of each page of the bid document/s must be signed and/or stamped with the bidder's stamp as proof that the bidder has read the bid documents.

Bid proposals must be submitted in **four copies (an original printed copy**, two printed copies of the original together with an electronic copy of the bid document/s on a flash drive). **The prices /rates must be attached in a separate sealed envelope with the original copy**. The original copy will be the official legal and binding copy, in the event of discrepancies between one and/or all the submitted documents.

Clearly marked bid documents must be hand delivered and submitted on or before **12:00 noon Monday, 30 October 2020** at the address stated below. Bids will be accepted between **10:00 am – 12:00pm on 28 and 29 October 2020** and the tender will officially close on **30 October 2020 at 12:00 noon**. No late submissions will be accepted.

#### Hand delivery

The bid document must be hand delivered to the address below:

#### **The entrance Gate**

Airports Company South Africa

24 Johnson Road,

Riverwoods Office Park,

Senderwood, Bedfordview.

### 1.3 Alternative Bids

As a rule, ACSA only accepts bids which have been prepared in response to this Request for Proposals. However, for this RFP alternative bids will be accepted provided the alternative bid is accompanied by the original bid response (**to be marked as option one**) which materially complies with the specifications of this RFP invitation. The alternative bid (**to be marked as option two**) will only be considered where the bidder has submitted together with its alternative bid, an offer which materially complies with the requirements of this RFP. Alternative bids will also be evaluated using the predetermined evaluation criteria stipulated in this RFP document should original bids submitted not materially comply with the requirements of this RFP.

### 1.4 Late Bids

**No late bids shall be accepted and/or considered.** Any bids received after the tender closing date and time shall not be considered by ACSA. These bids shall be retained unopened and destroyed after the award of the contract to the successful bidder unless a written request for the return thereof is received from the relevant bidder within thirty (30) days of the award.

### 1.5 Clarification and Communication

All communications and enquiries shall be addressed to the person and/or address stated below referencing the RFP reference number **COR6454/2020/RFP** with all communication:

Name: Ms **Kabelo Rapeu**

Designation: Senior Buyer

Email: [kabelo.rapeu@airports.co.za](mailto:kabelo.rapeu@airports.co.za)

Tel:

Request for clarification or additional information regarding the RFP shall **only** be requested until **22 October 2020 at 16:00 PM**. Any responses to queries or for clarity sought by a bidder will also be sent to all the other entities which have responded to the Request For Proposal invitation.

**Bidders may not contact any ACSA employee on this tender other than those listed above. Contact will only be allowed between the successful bidder and ACSA Business Unit representatives after the approval of a recommendation to award this tender. Contact will also only be permissible in the case of pre-existing commercial relations which do not pertain to the subject of this tender.**

**Take note:**

Bidders may not contact any ACSA employee on this RFP other than those listed above or in this document until after the award/cancellation/expiry of this RFP. Contact is permissible only in the case of pre-existing business relations which do not pertain to this RFP.

## 1.6 Non-Compulsory Briefing Session and Site Walk-about

**This RFP includes a virtual non-compulsory briefing session that may be attended by potential bidders intending to respond to this RFP and a non-compulsory site walk-about only on request the location shown below:**

**Table 1:** Non-compulsory briefing sessions and non-compulsory site walk-about

Non- Compulsory Briefing Session Locations (Potential bidders are invited to attend one of the briefing sessions set on the dates below)				
Province	Location	Briefing session date and time		Site Walk-about date and time
Virtual	Microsoft Teams Only companies that have registered through the following email address: <a href="mailto:kabelo.rapeu@airports.co.za">kabelo.rapeu@airports.co.za</a>	<b>06 October 2020</b>	10:00am - 12:00 noon	Only by appointment (Only at O.R. Tambo International Airport)

Potential bidders are invited to attend the non-compulsory briefing session at the locations stated in table 1 above. Potential bidders may/may not attend non-compulsory briefing session. Only **two representatives** per company/potential bidder will be allowed at the briefing session location.

## 1.7 Bid Responses

Bid responses must be strictly prepared and returned in accordance with this RFP document. Bidders will be disqualified where they have not materially complied with any of ACSA's requirements in terms of this RFP document. Changes to the bidder's submission will not be allowed after the closing date and time of the RFP. All bid responses will be regarded as offers unless the bidder indicates otherwise. **No bidder or any of its consortium/joint venture members may have an interest in any of the other bidders/joint ventures/consortiums participating in this bid.**

## 1.8 Disclaimers

ACSA may:

- 1.8.1 Award the whole or a part of this RFP.
- 1.8.2 Split the award of this RFP.
- 1.8.3 Negotiate with all or some of the shortlisted bidders.
- 1.8.4 Award the bid to a bidder other than the highest scoring bidder where objective criteria allow; and,
- 1.8.5 Cancel this bid.

### **1.9 Validity Period**

ACSA requires a validity period of **one hundred and twenty (120) business/working days**, calculated from the closing date of this RFP. During the validity period of the bid proposals submitted, the prices which have been quoted by the bidder must remain fixed, firm and valid.

### **1.10 Prices**

Bid prices must be in South African Rand. Should the equipment be 100% and/or partially imported, a rate of exchange used must be declared and shown with all prices (current and future). Bidders are requested to purchase forward-cover in respect of bid process.

### **1.11 Importation of goods**

Imported equipment must be fully compliant with South African applicable regulatory regime. Price declaration must be clearly declared and defined as a percentage of local and imported content.

### **1.12 Rate of Exchange**

Where/when applicable, the Rate of Exchange must be clearly shown where prices have been converted from a foreign currency to the South African Rand.

### **1.13 Confidentiality of Information**

ACSA will not disclose any information contained in the submitted bid to a third party or any other bidder without written approval from ACSA and the bidder whose information is sought. If the bidder requires to consult with third parties on the RFP, such third parties must complete confidentiality agreements, which should also be returned to ACSA with the bid. Furthermore, ACSA will not disclose the name of any bidder until the bid process has been finalised.

### **1.14 Anti – Corruption Hotline**

ACSA subscribes to fair and just administrative processes. ACSA therefore urges its potential stakeholders, stakeholders and the general public to report any fraud or corruption to:

**Airports Company South Africa TIP-OFFS ANONYMOUS**

**Free Call: 0800 00 80 80**

**Free Fax: 0800 00 77 88**

**Email: [acsa@tip-offs.com](mailto:acsa@tip-offs.com)**

## SECTION 2: LOCAL CONTENT AND PRODUCTION

### 2.1 Introduction

In terms of the Preferential Procurement Policy Framework Act, 5 of 2000 (PPPFA) and the regulations thereto, bids in respect of goods, services or works that have been designated for local production and content, must contain a specific bidding condition that only locally produced goods, services or works or locally manufactured goods with a stipulated minimum threshold for local content and production will be considered. This tender falls within a designated sector and ACSA is therefore required to stipulate the minimum threshold for local production and content. The minimum threshold for local content and production for this tender is \_\_\_\_\_ of the bid price. Any bidder who fails to meet the minimum threshold for local production and content will be disqualified from the process. To this end, bidders must complete a declaration certificate for local content and production (SBD 6.2) which is Annexure ..... of this tender document. Failure to return a completed SBD 6.2 form will make a bidder liable for disqualification.

### 2.2 Calculation of local content and production

Local content means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place. Imported content means the portion of the bid price represented by the cost the cost of components, parts or materials which have been or are still imported (whether by the supplier or its sub-contractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs, such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African port of entry. The South African Bureau of Standards (SABS) approved technical specification number SATS 1286:201x will be used to calculate local content. The formula to be used to calculate local content is as follows:

$$LC = 1 \left( \frac{x}{y} \right) \times 100$$

Where:

X represents imported content

Y represents bid price excluding value added tax

Prices referred to in the determination of x will be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid.

### 2.3 Declaration certificate for local production and content (SBD 6.2)

This Standard Bidding Document (SBD) must form part of all invited bids. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011 and the SABS approved technical specification number SATS 1286:201x.

### 2.4 General Conditions

- 2.4.1 Preferential Procurement Regulations, 2011 (Regulation 9(1) and 9(3) make provision for the promotion of local production and content.
- 2.4.2 Regulation 9(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 2.4.3 Where necessary, for bids referred to in paragraphs 2.4.2, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 2.4.4 A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 2.4.5 A bid will be disqualified if:
- The bidder fails to achieve the stipulated minimum threshold for local production and content indicated in paragraph 2.6 below; and
  - The completed SBD 6.2 form together with its declaration, is not submitted as part of the bid documentation.

### 2.5 Definitions

- 2.5.1 **“Bid”** means a written offer in a prescribed or stipulated form in response to an invitation by ACSA for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5.2 **“Bid Price”** price offered by the bidder, excluding value added tax (VAT);
- 2.5.3 **“Contract”** means the agreement that results from the acceptance of a bid by an ACSA;



- 2.5.4 **“Designated sector”** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
- 2.5.5 **“Duly Sign”** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility(close corporation, partnership or individual).
- 2.5.6 **“Imported Content”** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
- 2.5.7 **“Local Content”** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
- 2.5.8 **“Stipulated Minimum Threshold”** means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.5.9 **“Sub-Contract”** means the primary contractor’s assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

**2.6 The stipulated minimum threshold(s) for local production and content for this bid is/are as follows:**

<u>Description of service, works or goods</u>	<u>Stipulated minimum threshold</u>	
_____	_____	%
_____	_____	%
_____	_____	%

2.7 Does any portion of the services, works or goods offered have any imported content? YES/NO

2.8 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 2.3 above must be the rate(s) published by SARB for the specific currency at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid.

The relevant rates of exchange information is accessible on [www.reservebank.co.za](http://www.reservebank.co.za).

The rate(s) of exchange against the appropriate currency is as follows:

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

**NB:** Bidders must submit proof of the SARB rate(s) of exchange used.

**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER / PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)**

**IN RESPECT OF RFP NUMBER: COR 6454/2020/RFP**

**ISSUED BY:** Airports Company South Africa SOC Ltd

**NB:** The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

I, the undersigned, \_\_\_\_\_  
(full names), do hereby declare, in my capacity as

\_\_\_\_\_ of \_\_\_\_\_ (name of bidder entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286.
- (c) The local content has been calculated using the formula given in clause 3 of SATS 1286, the rates of exchange indicated in paragraph 2.3 above and the following figures:

Bid price, excluding VAT (y)	R...
Imported content (x)	R...
Stipulated minimum threshold for Local content (paragraph 2.6 above)	
Local content % , as calculated in terms of SATS 1286	

If the bid is for more than one product, a schedule of the local content by product shall be attached.

- (d) I accept that the Airports Company South Africa SOC Ltd has the right to request that the local content be verified in terms of the requirements of SATS 1286.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286, may result in the Airports Company South Africa SOC Ltd imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Procurement Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No.1:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No 2:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## SECTION 3: BACKGROUND, PURPOSE AND SCOPE OF WORK

### 3.1. Background

Since inception approximately 26 years ago, Airports Company South Africa Limited (ACSA) has transformed into a focused, profitable and commercial enterprise that is market-driven and customer service oriented. The principal ACSA sites comprise of major international airports namely O.R. Tambo International Airport (ORTIA), Cape Town International Airport (CTIA) and King Shaka International Airport (KSIA). The other airports are, Bram Fischer (Bram), Upton (UTN), Port Elizabeth (PLZ), East London Airport, George Airport, Kimberley Airport and the Corporate Office.

The sustained growth in traffic over the years, coupled with a creative and performance focused management and leadership team have contributed to the Company's excellent financial performance over time. This has enabled the Company to transform South Africa's airports into world-class airports, delivering value for customers, stakeholders, shareholders and employees.

ACSA is focused on creating and operating world-class airports measuring up to international standards. Numerous international awards won by some of its airports over the years confirm that the Company has largely succeeded in this aim. This is also shown in the latest ratings for example, O.R. Tambo, Cape Town and King Shaka international airports rated first, second and third respectively in the Best Airport ACI-ASQ awards for Africa.

### 3.2. Purpose of this tender

The objective of this RFP is to appoint a bidder/s, in respect of the relevant scope of work/services. The appointment of a successful bidder/s will be through a rigorous evaluation process as outlined in this document. On appointment, the service provider will be required to fulfil the requirements set out in this RFP. The duration of this contract is anticipated to be for a minimum period of five (5) years. Upon appointment of the bidder, a contract shall be concluded.

Global Authorities are currently advocating the introduction of automated explosives detection technologies into checkpoints. This includes detection systems, trace and people screening. Bringing these technologies into the aviation checkpoint market will mean increasing levels of security and expedited checkpoint operations.

The detection and screening systems specified herein are designed to prohibit the introduction of contraband materials, weapons, explosives, dangerous articles, substances & devices in baggage/package type objects. The detection systems as specified herein, will allow security personnel to examine baggage, packages and freight to ensure that the above-mentioned items are not being transported into a security restricted areas (SRA) / Aircraft.

The following sections provide information on the equipment that has been evaluated as meeting the European Civil Aviation Conference (ECAC) and/or Transport Security Administration (TSA) performance standards.

#### **Please note**

The evaluation made, and the performance standard attributed, are valid only for the configuration(s) of the equipment indicated in the tables

### **3.3. Scope of Work**

The scope of work entails the appointment of a suitable contractor for the:

- Supply, Installation, Integration, Commissioning, training and Handover of Detection Equipment.
- Maintenance and Support of Detection Equipment.; and,
- De-commissioning and disposal of existing equipment.

The successful bidder will be responsible for the supply, delivery, testing, commissioning, installation, training, and maintenance of detection equipment shall be designed for use at airports. The equipment shall be proven for use within the aviation industry and shall comply with the following minimum performance specifications. Failure to comply with any of the material performance specifications will render the equipment non-compliant. The equipment shall be suitable for climatic conditions at each site and shall be delivered and installed at ACSA operated airports in South Africa. Detailed Scope of Equipment responses should be attached this RFP under the Contract Data.

#### **3.3.1. Quality Assurance, Warranty & Technical Support**

The different pieces of equipment and modules contained in the proposal must be state of the art high quality products, field proven, tested and manufactured by an internationally renowned manufacturer, which has been in the business of design, manufacturing, and supply of similar products for not less than 5 years.

ACSA is requesting a minimum of five (5) year parts and labour warranty on the equipment. This applies to every component of the equipment. During the warranty period, the selected vendor shall replace or repair the faulty part at no cost to the ACSA. The Bidder is required to build the warranties and/or extended warranties into the price of the unit as the contract is for 5 years.

Furthermore, the vendor will be expected to guarantee the availability of spare parts and technical support for the equipment for at least five (5) years from the date of the sale of the equipment.

The successful bidder/s will be expected to provide a single point of contact for ACSA on all matters related to warranty and after sales support (preferably the Bidder's Project Manager).

Bidders are invited to offer extended warranty provisions as part of their proposal. Bidders should mention in their proposals how the after sales support and warranty/non-warranty repairs service will be provided.

OEM to take full responsibility of all warranties and parts.

#### **3.3.2. Inspection**

Inspection and laboratory testing of goods might be applicable and if the case, the successful bidder/s will be advised accordingly. The inspection will be arranged and paid for by ACSA. The supplier shall communicate the place of inspection. Please note that inspection charges resulting from the supplier's default will be charged directly to the supplier.

### 3.3.3. Training

In order to ensure operators and technical personnel become familiar with the proposed equipment, the bidder will include as part of the offer a document and **computer-based training module**.

ACSA will be granted rights to edit and re-format the content of the module to suit the training needs of our organization inclusive of transfer to our integrated E learning platform for unrestricted use by our staff.

A recognized detection equipment computer-based training software pack and license will be included in the package of each detection equipment procured. This software will allow simulating the image display and functions, allowing operators training in each duty station where the machines will be installed.

In addition, the successful bidder will include an onsite intensive training course which will be hosted by ACSA at all ACSA Airports, the duration of which will be proposed by the bidder based on the size and deployment of the Airport. This course will provide a solid foundation for new recruits to complement on-the-job and computer-based training. The finalized training schedule will be arranged, in consultation between the selected vendor and ACSA, prior commissioning and installation of the first batch of equipment.

The training should also include a module for trouble shooting equipment problems that can be rectified on site by ACSA staff.

After this initial training, and during the first contractual year, ACSA will arrange additional training in its regions of operation as proposed by the bidder based on the size and deployment per airport. Bidder will include in their offer a qualified trainer for the duration of these events hosted by ACSA.

Any further training requirements in subsequent years may be proposed by the bidder with the associated costing, not to be included in the pricing of this RFP.

## SECTION 4: ADMINISTRATIVE & PROCEDURAL RFP REQUIREMENTS

The following information must be provided as requested in the Appendices in order to have the bid considered by ACSA. Any individual, company, partnership, joint venture or close corporation submitting a bid must meet the minimum administrative and procedural requirements in order to have its bid considered.

### 4.1. Bid Submission

The Bid submission must consist of all Annexures/Appendices and returnable documents properly indexed as per instructions given in **Section 7 “Returnable Documents and Check List”**. Each part of the bid submission must be adhered to and inserted as per the RFP for ease of reference, and applicable authorised signatures attached where applicable:

- 4.1.1. **Acceptance of ACSA’s terms and conditions of RFP**- This annexure must be completed in full, signed and submitted with the bid;
- 4.1.2. **Covering Letter** - A covering letter must be provided to properly identify the bid and to highlight other general information that the Bidder has included regarding, for instance, the business and/or organisation;
- 4.1.3. **Company Background and Executive Summary and Organogram** – A detailed background of the bidding entity, executive summary and organogram of the bidding entity must be included as part of the Returnable Documents. Bidders should include the bid information requested in the Appendices such as Full name, address, fax and telephone numbers, including the full citation of Bidder, and registration number (in the case of a company or close corporation) exactly as the company or close corporation is registered.
- 4.1.4. **Board resolution** - If the Bidder is an entity other than a natural person, please provide the name of an individual who is authorised to represent the Bidder supported by an official and signed board resolution of the bidder;
- 4.1.5. **Description of Bidder** - (i.e. Corporation, Joint Venture, Consortium, Sole Proprietorship)
  - a) If an Incorporated Entity: List the date of incorporation and the names of all persons or entities owning 10% or more of the Bidders voting shares;
  - b) If a Partnership: List the date of commencement of the partnership and the name, address, and share of each partner and also include a copy of the partnership agreement.
  - c) If a Joint Venture: List date of commencement of the agreement. Also list the name and address of each member of the joint venture, including a copy of the agreement recording such a joint venture.
  - d) If a Sole Proprietorship: List all the business names under which such proprietor has done business during the last two (2) years, address/es, and the duration of the contract/project.

- e) Provide a brief history of the Bidder and its experience. State the number of persons the Bidder presently employs. Also indicate any changes in the Bidders name and ownership structure and any trading names under which the Bidder has been doing business.
- 4.1.6. **Bidder's Proof of relevant experience of providing similar services** - The Bidder is to detail the nature of similar services provided and such experience must be supported with at least three (3) letters of verifiable clients where the bidder is providing or have provided similar services. The experience provided must be in the past 10 years;
- 4.1.7. **References Letter** (Verifiable/Contactable clients) - Original letters of reference duly signed by at least one executive/director of the client stating similar services provided, including value of contract per project. The letters must briefly describe the scope of services provided during term of contract. Details for each reference (Name, Position, Landline Phone number and e-mail address) and inform these references in advance that ACSA may contact them during the evaluation period as per the timelines provided. Note that this is an important component of the evaluation;
- 4.1.8. **Partner Status** – Bidders must provide original letters of partner status with the technology or the vendor (where applicable);
- 4.1.9. **Broad Based Black Economic Empowerment (B-BBEE) particulars** - Bidders must submit a valid B-BBEE verification certificate and supporting report issued by a verification agency for recognition of the B-BBEE status as determined in accordance with the B-BBEE Codes of Good Practice. B-BBEE information must be detailed confirming the BEE ownership and attached hereto, a certified copy of the identity documents of all owners. In the case of a Company (Pty) Ltd, submit CM29 or equivalent and in the case of a Close Corporation CK1 or CK2;
- 4.1.10. **Valid, South African Revenue Services (SARS) PIN and/or proof of application** - The Bidder must submit same together with the bid;
- 4.1.11. **Declaration of Solvency** - A statement declaring whether the Bidder or any Director or member of the Bidder has ever been declared insolvent or liquidated or whether, either the Bidder or member has ever filed an application for sequestration or liquidation as the case may be;
- 4.1.12. **Proof of Joint Venture** – Formal Agreement of JV or partnership with the JV's B-BBEE certificate where applicable must be submitted with the bid;
- 4.1.13. **Proof of membership**- Bidders are requested to submit, as applicable, proof of registration with or any membership to a recognised original equipment manufacturer (OEM) related to the services required;





- 4.1.14. **Schedule of Rates/Bid Prices**—must be submitted as per schedules provided under Pricing Annexure;
- 4.1.15. **Additional Information** - Bidders are requested to indicate any additional information they deem relevant to strengthen their bid.

## SECTION 5: PREFERENCE POINTS AND PRICE

### 5.1 Preference Points Claims

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

#### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 The value of this bid is estimated **to exceed R50 000 000** (all applicable taxes included) and therefore the 90/10 system shall be applicable.

1.3 Preference points for this bid shall be awarded for:  
(a) Price; and  
(b) B-BBEE Status Level of Contribution.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	
B-BBEE STATUS LEVEL OF CONTRIBUTOR	
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.5 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close

Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim regarding preferences, in any manner required by the purchaser.

## 2. DEFINITIONS

- 2.1 **“all applicable taxes”** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 2.2 **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad -Based Black Economic Empowerment Act;
- 2.3 **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5 **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.6 **“comparative price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 2.7 **“consortium or joint venture”** means an association of persons for combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;
- 2.8 **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;
- 2.9 **“EME”** means any enterprise with an annual total revenue of R5 million or less.
- 2.10 **“Firm price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;



- 2.11 “**functionality**” means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, considering, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 “**non-firm prices**” means all prices other than “firm” prices;
- 2.13 “**person**” includes a juristic person;
- 2.14 “**rand value**” means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.15 “**sub-contract**” means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.16 “**total revenue**” bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;
- 2.17 “**trust**” means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.18 “**trustee**” means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

### 3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis considering all factors of non-firm prices and all unconditional discounts.
- 3.3. Points scored must be rounded off to the nearest 2 decimal places.
- 3.4. If two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5. However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.

- 3.6. Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

#### 4. POINTS AWARDED FOR PRICE

##### THE 90/10 PREFERENCE POINT SYSTEMS

A maximum of 90 points is allocated for price on the following basis:

90/10

$$P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

- Ps = Points scored for comparative price of bid under consideration  
 Pt = Comparative price of bid under consideration  
 Pmin = Comparative price of lowest acceptable bid

#### 5. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

- 5.1 In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points(90/10 system)
1	10
2	9
3	6
4	5
5	4
6	3
7	2
8	1
Non-compliant contributor	0



- 5.2 Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for conducting verification and issuing EMEs with B-BBEE Status Level Certificates.
- 5.3 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 5.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, if the entity submits their B-BBEE status level certificate.
- 5.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, if the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.7 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 5.8 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

**6. BID DECLARATION**

- 6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

**7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1**

- 7.1. B-BBEE Status Level of Contribution:..... = .....(maximum of 10 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).

**8. SUB-CONTRACTING**

8.1 Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable)

8.1.1 If yes, indicate:

- (i) what percentage of the contract will be subcontracted? .....%
- (ii) the name of the sub-contractor? .....
- (iii) the B-BBEE status level of the sub-contractor? .....
- (iv) whether the sub-contractor is an EME? YES / NO (delete which is not applicable)

**9 DECLARATION REGARDING COMPANY/FIRM**

- 9.1 Name of company/firm .....
- 9.2 VAT registration number .....
- 9.3 Company registration number .....

9.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....



9.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.  
[TICK APPLICABLE BOX]

9.7 Total number of years the company/firm has been in business? .....

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct;
- (ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution

WITNESSES

1. ....

2. ....

.....

SIGNATURE(S) OF BIDDERS(S)

DATE: .....

ADDRESS .....



## SECTION 6: EVALUATION CRITERIA

### 6.1. Evaluation Criteria

ACSA will use a pre-determined evaluation criterion when considering received bids. The evaluation criteria will consider the Pre-qualification, mandatory administrative requirement, functionality and Price and B-BBEE. During the evaluation of received bids ACSA will make an assessment whether all the bids comply with set minimum requirements and whether all returnable documents/information have been submitted. Bidders which fail to meet minimum requirements, thresholds or have not submitted required mandatory documents will be disqualified from the tender process.

The requirements of any given stage must be complied with prior to progression to the next stage. ACSA reserves the right to disqualify bidders without requesting any outstanding document/information.

### 6.2. A staged approach will be used to evaluate bids and the approach will be as follows:

Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Check if all the documents have been received	Check if the prequalification criteria meets the requirements	Check if minimum mandatory requirements	Evaluate on functionality or the technical aspect of the bid	Evaluate price and Preference (B-BBEE)	Post tender negotiations

### 6.3. Prequalification Evaluation Criteria

In terms of the PPPFA Regulation 4, an organ of state can apply pre-qualifying criteria to advance certain Designated Groups.

Accordingly, only the bidders with a minimum **B-BBEE status Level 2** or higher are eligible to bid. Only bidders with B-BBEE status level of contributor level 2 and 1 should submit bids.

**In addition, the bidder must subcontract a minimum of 30% of the value of the contract** to one or a combination of specified EME or QSE as follows:

- (i) an EME or QSE which is at least 51% owned by black people;
- (ii) an EME or QSE which is at least 51% owned by black people who are youth;

- (iii) an EME or QSE which is at least 51% owned by black people who are women;
- (iv) an EME or QSE which is at least 51% owned by black people with disabilities;
- (v) an EME or QSE which is 51% owned by black people living in rural or underdeveloped areas or townships;
- (vi) a cooperative which is at least 51% owned by black people;
- (vii) an EME or QSE which is at least 51% owned by black people who are military veterans;
- (viii) an EME or QSE

A tender that fails to meet any Pre-qualifying criteria stipulated in the tender documents is NOT an acceptable tender and should result in the immediate disqualification of the Bidder.

**Please note in the event of a joint venture (JV) a valid consolidated BBBEE verification in the name of the JV shall be submitted. Please refer to returnable document Form C5.**

#### 6.4. Mandatory Requirements

A list of mandatory returnable documents must be consulted to understand which documents are required at the closing date and time. Further, to the mandatory returnable documents/information ACSA will only consider bidders which have:

Item No.	Mandatory Administrative Requirements
a)	The Bidder must complete and sign the Form of Offer (Contract Data C1.1)
b)	The bidder must provide a valid Transport Security Administration (TSA) and/or European Civil Aviation Committee (ECAC) certification for the OEM equipment supplied.
c)	The Bidder must provide Original Equipment Manufacturer (OEM) signed Distribution Agreement for Supply, Installation, Commissioning Support and training of detection equipment for the period of 5 years (On the OEM letterhead and signed by designated/mandated executive)
d)	The Bidder should be registered with PSIRA and provide proof of registration (proof of application or renewal)
e)	The Bidder must complete and sign Standard Bidding Document 4 - Declaration of Interest
f)	The Bidder must complete and sign ACSA Terms and Conditions (Annexure 7)

#### 6.5. Functionality Evaluation Criteria

Functionality is the terminology used to define the technical ability of the Tenderer, based on experience to deliver the required product in accordance with the specialised quality, reliability and functionality.



Points allocated for Functionality shall be evaluated in accordance with the criteria as listed below. An overall minimum threshold **of 70 points out of 100** and the minimum threshold must be achieved for the tender to be eligible for further evaluation on Price and B-BBEE (90/10 split). Bidders who also fail to achieve the minimum threshold per criteria will be disqualified and not be eligible for further evaluations.

<b>Functionality Evaluation Summary</b>				
<b>Description of Quality criteria</b>	<b>WQ</b>	<b>Sub criteria</b>	<b>Maximum Score</b>	<b>Minimum Threshold</b>
		<b>Quality Score</b>		
Compliance with Specifications	20	Fully satisfy and complies with the requirements	20	14
Bidder's Experience Implementation	10	Bidder's Experience	8	5
		Bidder's Reference at an International Airport	2	2
Project Management Plan	20	Detailed implementation project schedule	20	14
Critical Project Resources	20	Years of Experience and Qualifications of Key Personnel Resources	20	14
Maintenance Schedule	30	Maintenance	10	7
		Guarantee	10	7
		Warrantees	10	7
<b>TOTAL</b>			<b>100</b>	<b>70</b>

## FUNCTIONALITY BREAKDOWN

### Compliance with Specifications

The bidder has clearly demonstrated an understanding of this bid specifications and presented a bid that fully satisfy and complies with the requirements as specified under **Annexure 29**. The bidder is required to complete **Annexure 11** with the specifications of the equipment proposed.

Description	Points
Clearly demonstrating in detail that all functionality and specifications requirement are met in full without departure (supported by detailed drawings, catalogues, etc)	<b>20</b>
Clearly demonstrating in detail that all functionality and specifications requirement are met in full without departure (not supported by detailed drawings, catalogues, etc)	<b>14</b>
No clear demonstration of functionality and specifications requirement (not supported by detailed drawings, catalogues, etc)	<b>0</b>

### Bidder's Experience Implementation

The Bidder must provide contactable references (company, name and surname of contact person, physical address, email and telephone) with the last past 10 years in support, supply or install of detection equipment.

Description	Maximum Score	Minimum Threshold
<u>Bidder's Experience</u> <ul style="list-style-type: none"> <li>• Three (3) references/projects = 8 points</li> <li>• Two (2) references/projects = 5 points</li> <li>• Less than two (2) references/projects = 0</li> </ul>	<b>8</b>	<b>5</b>
<u>OEM Implementation at an International Airport</u>  The proposed equipment should have been successfully installed at the least one or more International Airport. Bidder to request letter from the OEM to demonstrate proof = 2 points	<b>2</b>	<b>2</b>



**Project Management Plan**

The Bidder must provide a detailed project management schedule in Microsoft Projects with logical sequence for a project implementation for Year 1 of the contract period **ONLY** for evaluation purposes as detailed in the table below:

Contract Year	Type of Equipment	Quantity	Affected Airport
Year 1	X-Ray Machines (Cabin Baggage)	21	ORTIA – 13 CTIA – 5 KSIA - 3
	X-Ray Machines Large Baggage/Goods	1	ORTIA - 1
	Trace Detection (Explosives and Narcotic)	5	ORTIA – 3 CTIA – 1 KSIA - 1

Schedule:

Logical Sequence of activities:

- (a) Schedule as per scope of services, must include (Supply, Install, Commission, Test, Training and Handover)
- (b) Schedule must include 9 airports. CTIA, KSIA and ORTIA shall not be implemented in parallel and normal operations should not be hampered.
- (c) Schedule must include all lead times such as delivery of parts, site set-up etc.
- (d) Detection migration plan such as commissioning, de-commissioning, Rigging and Delivery of equipment which includes Department of Health processes and Occupational Health and Safety.

Description	Maximum Score	Minimum Threshold
<ul style="list-style-type: none"> <li>• equals to 3-6 months AND Meets all points (a) -to- (d) above within timeframe = 20 points</li> <li>• equals to above 6 -8 months AND Meets all points (a) -to- (d) above within timeframe = 14 points</li> <li>• Above 8 months OR Does not meet all points (a) -to- (d) above = 0 points</li> </ul>	<b>20</b>	<b>14</b>



### Critical Project Resources

#### Years of Experience and Qualifications of Key Personnel Resources

Proof of qualification or equivalent SAQA accredited qualification should be attached to the resource's CV. All certifications to be provided should be certified by a Commissioner of Oath. These documents should not be older than three (3) months.

Description	Maximum Score	Minimum Threshold
<p><u>Project Manager</u></p> <p>a) Minimum three years of Project Management experience</p> <p>(b) Relevant qualification. Supported by an accredited National Qualifications Framework. (NQF Level 6).</p> <p>(c) Proof of Registration with relevant Professional Project Management body (Registration number &amp; professional body name)</p> <ul style="list-style-type: none"> <li>• Less than 3 years and no supporting documents of relevant qualification + professional registration = 0 points</li> <li>• Between 3 - 5 years + relevant qualification + professional registration = 6 points</li> <li>• Above 5 years + relevant qualification+ professional registration =9 points</li> </ul> <p>2. Provide Project Portfolio of evidence for three (3) successful projects of a similar nature (Mechanical or Electronic or electrical) and accumulative value.</p> <ul style="list-style-type: none"> <li>• Less than R 30 million cumulative value = 0 points</li> <li>• Cumulative value of R 30 million to R 50 million = 3 points</li> <li>• More than value R 50 million = 5 points</li> </ul>	<b>12</b>	<b>9</b>
<p><u>Lead Technician/Technologist/Engineer</u></p> <p>Provide Portfolio of evidence which includes the following:</p> <p>(a) Minimum 5 year experience in detection equipment</p> <p>(b) Minimum NQF 6 NDip/BTech/BSc. Eng. in a relevant electrical/mechanical/ mechatronics qualification</p> <p>(c) OEM Installer/Competency Certification of the proposed system (Detection Equipment System)</p>	<b>8</b>	<b>5</b>



<ul style="list-style-type: none"> <li>• Less than 5 years and with/without supporting documents of relevant qualification and OEM installer certification = 0 points</li> <li>• Between 5-8 years, relevant qualification and OEM installer certification = 5 points</li> <li>• Above 8 years, relevant qualification and OEM installer certification =8 points</li> </ul>		
---	--	--

**Maintenance Schedule**

<b>Description</b>	<b>Maximum Score</b>	<b>Minimum Threshold</b>
<p><u>Maintenance</u></p> <p>The evaluation will be based on the maintenance cost against the purchase amount of the equipment over 5 years</p> <p>Maintenance vs. Capital ratio 0-10% Of capital=10            Maintenance vs. Capital ratio 10% - 40%= 7points            Maintenance vs. Capital ratio More than 40%=0points</p>	<b>10</b>	<b>7</b>
<p><u>Warranties</u></p> <p>The evaluation will be based on the warranty cost against the purchase amount of the equipment over 5 years</p> <p>Warrantees vs. Capital ratio 0-10% Of capital = 10 points            Warrantees vs. Capital ratio 10% - 40%=7 points            Warrantees vs. Capital ratio More than 40% = 0 points</p>	<b>10</b>	<b>7</b>
<p><u>Guarantees</u></p> <p>The evaluation will be based on the guarantee cost against the purchase amount of the equipment over 5 years</p> <p>Guarantees vs. Capital ratio over 5 years            0-10% Of capital = 10 points            10% - 40% = 7 points            More than 40% = 0 points</p>	<b>10</b>	<b>7</b>

#### 6.6. Price and Preference (B-BBEE)

This is the final stage of the evaluation process and will be based on the PPPFA preference point system of **90/10 split**. Where price will amount to **90 points**, whilst preference will be **10 points**. The award of business will be made to a bidder which has scored the highest overall points for this stage of the evaluation, unless objective criteria exists, justifying an award to another bidder or ACSA splits the award or cancels the tender, *etcetera*.

Bidders must only price in accordance with the pricing schedule under the Contract Data, this will enable ACSA to compare priced offers. Failure to submit a priced offer using the prescribed schedule will make the bid liable for disqualification.



## SECTION 6: RETURNABLE DOCUMENTS

### 6.1 Mandatory Returnable documents

ACSA will disqualify from the tender process any bidder that has failed to submit mandatory returnable documents and information on the closing date and time. Bidders should therefore ensure that all the mandatory returnable documents and information have been submitted. In order to assist bidders, ACSA has also included a column next to the required mandatory document and information to enable bidders to keep track of whether they have submitted or not. The mandatory documents and information are as per table below:

### 6.2 Validity of submitted information

Bidders must ensure that any document or information which has been submitted in pursuance to this tender remains valid for the duration of the contract period. The duty is on the bidder to provide updated information to ACSA immediately after such information has changed.

Item No.	Returnable Documents	Checklist
Annexure 1	Cover Letter	
Annexure 2	Background, Executive summary & Organogram	
Annexure 3	Certificate of incorporation documents CIPC	
Annexure 4	Names and identity numbers of directors	
Annexure 5	Certificate of Authority for Signatory	
Annexure 6	Certificate of Authority for Joint Ventures (where applicable)	
Annexure 7	Joint Venture Agreement	
Annexure 8	Schedule of the Tenderer's Recent Experience related to this Project	
Annexure 9	Completion Certificates of Previous Projects Completed	
Annexure 10	Proof of Contract Values of Previous Projects Completed	
Annexure 11	Equipment Specifications	
Annexure 12	CV's of key personnel	
Annexure 13	Certified Certificates of Qualifications of Key Personnel.	
Annexure 14	Proof of Registration with PSIRA	
Annexure 15	Work Plan and Proposed Methodology	
Annexure 16	Schedule of Proposed Subcontractors	
Annexure 17	Partner Status with Original Equipment/Software Manufacturer/s	
Annexure 18	Additional Information and OEM Approved supplier agreements	
Annexure 19	SBD 4: Declaration of Interest	
Annexure 20	SBD 8: Declaration of Bidder's past supply chain management practices	
Annexure 21	SBD 9: Certificate of independent bid determination	
Annexure 22	ACSA Terms and Acceptance of the Bid	



Annexure 23	Proof of registration for Contractor's WCA registration and or COID	
Annexure 24	A valid Tax Clearance Certificate or SARS Pin issued by the SARS.	
Annexure 25	Proof of registration with the Central Supplier Database (CSD)	
Annexure 27	Enterprise Questionnaire	
Annexure 28	Occupational Health and Safety Act Compliance by Bidder	
Annexure 29	Detailed Specifications of Detection Equipment	

**Annexure 1: Cover Letter**

A covering letter must be provided to properly identify the bid and highlight other information that the Bidder has included regarding their business and/or organisation.

Please attach here

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Bidder: \_\_\_\_\_

## **Annexure 2: Background, Executive summary & Organogram**

A detailed background of the bidding entity, executive summary and organogram of the bidding entity. Bidders should include the bid information requested in the Appendices such as Full name, address, fax and telephone numbers, including the full citation of Bidder, and registration number (in the case of a company or close corporation) exactly as the company or close corporation is registered.



**AIRPORTS COMPANY**  
SOUTH AFRICA

**Annexure 3: Certificate of incorporation documents CIPC**



**AIRPORTS COMPANY**  
SOUTH AFRICA

**Annexure 4: Names and identity numbers of directors**

**Annexure 5: Certificate of Authority for Signatory**

**This is to certify that:**

The signatory has been duly authorised to sign all documents in connection with this tender and any contract which may arise therefrom on behalf of the Bidder.

*An example is shown below:*

"By resolution of the board of directors taken on ..... 20 .....  
Mr/Ms .....  
has been duly authorized to sign all documents in connection with this tender and  
any contract which may arise therefrom on behalf of  
(block capitals) .....  
.....  
Signed on behalf of Company: .....  
In his/her capacity as: .....  
Date: .....

Signatory of Authority: .....

Witnesses:

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

**Attach:**

- Annual Financial Report
- Company Documents

**Annexure 6: Certificate of Authority for Joint Ventures (where applicable)**

This Returnable Schedule is to be completed only by joint ventures in addition to Form A3 for each JV member.

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise:

Mr/Ms.....;

authorised signatory of the company.....;

acting in the capacity of lead partner, to sign all documents in connection with the tender offer and any contract resulting from it on our behalf.

NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner		Signature: ..... Name: ..... Designation: .....
		Signature: ..... Name: ..... Designation: .....

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Bidder: \_\_\_\_\_





**AIRPORTS COMPANY**  
SOUTH AFRICA

**Annexure 7: Joint Venture Agreement ( If applicable)**

**Annexure 8: Schedule of the Tenderer’s Recent Experience related to this Project**

The experience of the tenderer or joint venture partners in the case of an unincorporated joint venture or consortium as opposed to the key staff members / experts in similar projects or similar areas and conditions in relation to the scope of work over the last **ten years**.

Bidders are requested to submit a comprehensive portfolio of relevant (value and complexity) projects successfully completed.

The description should be put in tabular form with the following headings:

Employer, contact person and telephone number	Principal Agent (Name, Tel No, Contact Person)	Description of works/ Project Name	Value of work inclusive of VAT (Rand)	Date started	Date completed	Client Reference Letter	
						YES	NO



**AIRPORTS COMPANY**  
SOUTH AFRICA


**Note: When completing the above schedule, Tenderer's must take cognisance of the evaluation criteria as described in the evaluation process Section 6**

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Signed		Date	
Name		Position	
Bidder			

**Annexure 9: Reference Letters of Previous Projects Completed**

Please attach Client Reference letters of Previous Projects Completed as listed under **Annexure 8** above to this page.

A minimum of three (3) reference letters are required for relevant projects

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Signed		Date	
Name		Position	
Bidder			

**Annexure 10: Proof of Contract Values of Previous Projects Completed**

Please attach proof of Contract Values of Previous Projects Completed as listed under **Annexure 8** above to this page. A minimum of three (3) reference letter required for relevant projects

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Signed		Date	
Name		Position	
Bidder			

## Annexure 11: Equipment Specifications

### A11.1 DUAL VIEW EQUIPMENT - IN GAUGE EQUIPMENT (CABIN BAGGAGE INSPECTION) **Please attach equipment brochures and drawings**

Bidders should refer to **Annexure 29** for the minimum specifications for the detection equipment required.

Item	Equipment Identification	Specification Minimum Description	Bidder Detailed Information
1	Physical	Type	
		Model	
		Manufacturer	
		Country of origin	
		Dimensions: Length Height Width	
		Tunnel size	
		Conveyor speed	
		Conveyor belt demarcation	
		Input conveyor height	
		Maximum inspection object: Length, Height, Width	
Maximum belt load			



		System power	
		Side Protection Panels	
2	<b>X-Ray Generator Image performance</b> <b>Two and</b>	Material Separation	
		Steel Penetration	
		Guaranteed Detection Capability	
		Anode voltage	
		Image Orientation	
		Type of Image Zoom	
		Delay time between switching options	
		Two generator imaging	
3.	<b>Operating Environment</b>	Storage Temperature	
		Operating temperature	
		Relative humidity	
4.	<b>Health Safety</b> <b>and</b>	Compliance to legislation	
		Maximum leakage radiation	
5.		Type	



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	<b>Electrical Power Cables</b>	Manufacturer	
		Country of origin	
		Detailed description	
6.	<b>Equipment Archive</b>	No of images	
		Memory capacity	
		Storage format	
		Export of Images	
7.	<b>Threat Image Projection (TIP)</b>	No of images	
		Memory capacity	
		Storage format	
		Import of Images	
		Export of Images	
		Screener detection performance report	
8.	<b>Operator Assist (OA)</b>	Automatic Threat Detection of Explosives, Flammables, Prohibited, and other	





**A11.2 GOODS/CARGO AND PALLETS DUAL VIEW X RAY MACHINE AND DELIVERY INSPECTION**

Item	Equipment Identification	Specification Minimum Description	Bidder Detailed Information
1	Physical	Type	
		Model	
		Manufacturer	
		Country of origin	
		Dimensions: Length Height Width	
		Tunnel size	
		Conveyor speed	
		Conveyor belt demarcation	
		Input conveyor height	
		Maximum inspection object: Length, Height, Width	
		Maximum belt load	
		System power	
Side Protection Panels			



2	<b>X-Ray Generator Image performance</b> <b>Two and</b>	Material Separation	
		Steel Penetration	
		Guaranteed Detection Capability	
		Anode voltage	
		Image Orientation	
		Type of Image Zoom	
		Delay time between switching options	
		Two generator imaging	
3	<b>Computer</b>	Self-diagnostic software	
		Process Speed	
		Monitor Type & Size	
		Memory	
		Video memory	
		Hard disk drive	
		CD-Rom Drive	
		USB Port	



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		Boot-up time	
		Matrix Server and Networking	
4.	<b>Operating Environment</b>	Storage Temperature	
		Operating temperature	
		Relative humidity	
5.	<b>Health and Safety</b>	Compliance to legislation	
		Maximum leakage radiation	
6.	<b>Electrical Power Cables</b>	Type	
		Manufacturer	
		Country of origin	
		Detailed description	
7.	<b>Equipment Archive</b>	No of images	
		Memory capacity	
		Storage format	
		Export of Images	



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8.	<b>Threat Image Projection (TIP)</b>	No of images	
		Memory capacity	
		Storage format	
		Import of Images	
		Export of Images	
		Screener detection performance report	
9.	<b>Operator Assist (OA)</b>	Automatic Threat Detection of Explosives, Flammables, Prohibited, and other	



**A11.3 EXPLOSIVE TRACE DETECTION UNITS (STANDALONE)**

<b>Item</b>	<b>Equipment Identification</b>	<b>Bidder Detailed Information</b>
1	Detection Capacity	
2	Operating Modes	
3	Detection Technology & Equipment	
4	Sensitivity	
5	Selectivity	
6	Sample collection	
7	Warm up time and Power	
8	Signal Processing	
9	Weight and Dimensions	
10	Calibration	
11	Re-calibration	
12	Display	
13	Networking Facility	
14	Printer and Reports	
15	Agility	



**A11.4 ARCH WAY METAL DETECTOR**

<b>Item</b>	<b>Equipment Identification</b>	<b>Bidder Detailed Information</b>
1	Critical features	
2	Quality	
3	Walk-through gate structure	
4	Central control unit	
5	Alarm signalling (Password protected functionality)	
6	Type of signalling	
7	Programming	
8	Operational features and installation data	

**A11.5 MANUAL TRAY RETURN SYSTEM WITH REJECT LANE (STANDALONE WITH OPTION OF NETWORKING).** Full details of standard proprietary equipment offered for this RFP to be declared

<b>Divest Stations</b>	<b>Estimate number of divest stations</b>	<b>Supplier Comments</b>
<b>Length of roller bed only</b>		
<b>Roller Pitch</b>		
<b>Length of rollers</b>		
<b>Roller Grip Surface Capability</b>		
<b>Estimated no of rollers</b>		
<b>Side Frame Construction</b>		
<b>Supports</b>		
<b>Reject Lane length</b>		
<b>Inspection construction table</b>		
<b>Fixed End Stop</b>		

**Note:** This list is non exhaustive. Bidders are expected to add and/or propose additional capabilities of proposed X-Ray machines manual tray systems.

**A11.6 MANUAL ROLLER BED CHUTE FOR INSPECTION TRAYS**

<b>Divest Stations</b>	<b>Estimate number of divest stations</b>	<b>Supplier Comments</b>
<b>Length of roller bed only</b>		
<b>Roller Pitch</b>		
<b>Length of rollers</b>		
<b>Roller Grip Surface Capability</b>		
<b>Estimated no of rollers</b>		
<b>Side Frame Construction</b>		
<b>Supports</b>		
<b>Fixed End Stop</b>		
<b>Automation tray system</b>		

**Note:** This list is non exhaustive. Bidders are expected to add and/or propose additional capabilities of proposed X-Ray machines manual tray systems.



## Annexure 12: CV's of key personnel

### Note to Bidder:

When completing this schedule, Bidder's must take cognizance of the evaluation criteria as described in the Functionality Evaluation Criteria, as described under Section 6.

Compulsory detailed CV's are required for the following:

- Project Manager, who will be the Primary Person
- Technician/Engineer, who will be on site full time when works are executed

The full CV's are to be attached to the relevant pages and, in addition, the following summaries are to be completed for each of the above key personnel members.

### Project Manager

<b>Name</b>	
<b>Surname</b>	
<b>Position</b>	
<b>Nationality</b>	
<b>Date of Birth</b>	
<b>Highest Qualification:</b>	
<b>Other Qualification</b>	
<b>Other Qualification</b>	
<b>Other Qualification</b>	
<b>Major experience in previous 10 years:</b>	

**(Attach additional information to this page)**



**TECHNICIAN/ENGINEER**

<b>Name</b>	
<b>Surname</b>	
<b>Position</b>	
<b>Nationality</b>	
<b>Date of Birth</b>	
<b>Highest Qualification:</b>	
<b>Other Qualification</b>	
<b>Other Qualification</b>	
<b>Other Qualification</b>	
<b>Major experience in previous 10 years:</b>	

**Commitment to the Project**

The undersigned commits him/her to the overall project. He/she does not intend to cancel his/her contract or to leave the company which employs him/her within the overall duration of the entire project.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Bidder: \_\_\_\_\_

**Annexure 13: Certified Certificates of Qualifications of Key Personnel**

Please attach certified copies of Qualifications of Key Personnel as listed under **Annexure 12** above to this page for the following resources:

- Project Manager
- Technician/Engineer

Signed		Date	
Name		Position	
Bidder			



**Annexure 14: Proof of Registration with PSIRA**

Signed		Date	
Name		Position	
Bidder			

## Annexure 15: Work Plan and Proposed Methodology

Bidders are to provide a written work plan demonstrating how they intend to execute the works from initial site set-up right through to final certification of the works. Bidders to include a detailed works programme in a bar chart format illustrating the dependencies between the various activities. The contractor shall be required to provide method statements for the installation of the works in various areas.

The Bidder must provide a detailed project management schedule in Microsoft Projects with logical sequence for a project implementation for Year 1 of the contract period **ONLY** for evaluation purposes as detailed in the table below:

Contract Year	Type of Equipment	Quantity	Affected Airport
Year 1	X-Ray Machines (Cabin Baggage)	21	ORTIA – 13 CTIA – 5 KSIA - 3
	X-Ray Machines Large Baggage/Goods	1	ORTIA - 1
	Trace Detection (Explosives and Narcotic)	5	ORTIA – 3 CTIA – 1 KSIA - 1

Schedule:

Logical Sequence of activities:

- (a) Schedule as per scope of services, must include (Supply, Install, Commission, Test, Training and Handover)
- (b) Schedule must include 9 airports. CTIA, KSIA and ORTIA shall not be implemented in parallel and normal operations should not be hampered.
- (c) Schedule must include all lead times such as delivery of parts, site set-up etc.
- (d) Detection migration plan such as commissioning, de-commissioning, Rigging and Delivery of equipment which includes Department of Health processes and Occupational Health and Safety.

Signed		Date	
Name		Position	
Bidder			

**Annexure 16: Schedule of Proposed Subcontractors**

We notify you that it is our intention to employ the following Subcontractors for work in this contract.

If we are awarded a contract, we agree that this notification does not change the requirement for us to submit the names of proposed Subcontractors in accordance with requirements in the contract for such appointments. If there are no such requirements in the contract, then your written acceptance of this list shall be binding between us.

We confirm that all subcontractors who are contracted to construct a house are registered as home builders with the National Home Builders Registration Council.

	<b>Name and address of proposed Subcontractor</b>	<b>Nature, extent and approximate value of work to be sub-contracted</b>	<b>Previous experience with Subcontractor (attach details)</b>



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**(Attach additional information to this page)**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Bidder: \_\_\_\_\_

**Annexure 17: Partner Status with Original Equipment/Software Manufacturer/s**

Bidders must provide original letters of partner status with the technology or the vendor (where applicable);

Signed		Date	
Name		Position	
Bidder			



**Annexure 18: Additional Information and OEM Approved supplier agreements**

Signed		Date	
Name		Position	
Bidder			

**Annexure 19: SBD 4 - Declaration of Interest**

1. Any legal person, including persons employed by the state<sup>1</sup>, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

2.1 Full Name of bidder or his or her representative: .....

2.2 Identity Number: .....

2.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>): .....

2.4 Company Registration Number: .....

2.5 Tax Reference Number: .....

2.6 VAT Registration Number: .....

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

<sup>1</sup>"State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.



"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder **YES / NO**  
presently employed by the state?

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:  
.....

Name of state institution at which you or the person  
connected to the bidder is employed :  
.....

Position occupied in the state institution:  
.....

Any other particulars:  
.....  
.....  
.....

2.7.2 If you are presently employed by the state, did you obtain **YES / NO**  
the appropriate authority to undertake remunerative  
work outside employment in the public sector?

2.7.2.1 If yes, did you attached proof of such authority to the bid **YES / NO**  
document?

(Note: Failure to submit proof of such authority, where  
applicable, may result in the disqualification of the bid.



2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....  
.....  
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:

.....  
.....  
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

2.9.1 If so, furnish particulars.

.....  
.....  
.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? **YES/NO**



2.10.1 If so, furnish particulars.

.....  
.....  
.....

2.11 Do you or any of the directors / trustees / shareholders / members **YES/NO** of the company have any interest in any other related companies whether or not they are bidding for this contract?

2.11.1 If so, furnish particulars:

.....  
.....  
.....

**3 Full details of directors / trustees / members / shareholders.**

<b>Full Name</b>	<b>Identity Number</b>	<b>Personal Tax Reference Number</b>	<b>State Number</b>	<b>Employee / Persal Number</b>




**4 DECLARATION**

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

**Annexure 21: SBD 8 - Declaration of Bidder's past supply chain management practices**

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
  - a. abused the institution's supply chain management system;
  - b. committed fraud or any other improper conduct in relation to such system; or
  - c. failed to perform on any previous contract.
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p><b>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</b></p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
4.1.1	<p>If so, furnish particulars:</p>		



4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?  <b>The Register for Tender Defaulters can be accessed on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		





**CERTIFICATION**

**I, THE UNDERSIGNED (FULL NAME).....CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....  
**Signature**

.....  
**Date**

.....  
**Position**

.....  
**Name of Bidder**

## Annexure 22: SBD 9 - Certificate of independent bid determination

- 1 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
  - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
  - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.



I, the undersigned, in submitting the accompanying bid:

\_\_\_\_\_

(Bid Number and Description)

in response to the invitation for the bid made by:

\_\_\_\_\_

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:



- (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

**<sup>3</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.**

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

## **Annexure 23: ACSA Terms and Acceptance of the Bid**

This RFP is open to South African Registered Bidders and overseas. All legal requirements for tax and customs must be observed and the cost is for the bidder.

ACSA reserves the right to award the contract on the basis of RFP submitted or to negotiate at the option of ACSA terms and conditions suitable to this RFP; and by submission of its RFP the proposer agrees to be legally bound thereby if its RFP is accepted by ACSA.

ACSA or its duly appointed representatives shall be the sole adjudicators of the RFP s received. The decision shall be final and **no discussion or correspondence regarding the reason for the acceptance or rejection of any RFP will be furnished except as required by law.**

ACSA shall not be liable for any expense incurred by any proposer in the preparation and submission of its RFP.

If the RFP has been awarded on the strength of information furnished by a proposer, which information proves to have been incorrect, in addition to any other legal remedy it may have, ACSA may at any time during the life of the contract:

- (a) Recover from the relevant proposer all costs, losses or damages incurred by it as a result of the award and/or
- (b) Cancel the award of the RFP and/or contract and claim any damages, which it may have suffered or will suffer as a result of having to make less favourable arrangements.

If a written contract has been concluded between the parties and ACSA exercises the right to cancel such contract, the proposer shall be liable to pay for losses sustained and/or additional costs or expenditure incurred by ACSA as a result of such cancellation and having to make alternative arrangements. ACSA shall furthermore have the right to recover such losses, damages or additional costs by means of set off against monies due or which may become due to the proposer in terms of the said contract. Otherwise ACSA may process a claim in terms of a performance bond provided for due fulfillment of the contract by the proposer. Until such time as the amount of such losses, damages or additional costs have been determined, ACSA shall retain such monies for any loss or damage, which ACSA may suffer or has suffered.

If ACSA and the successful proposer fail to enter into and execute a formal written contract within thirty (30) days of the award as a result of the proposer's failure to comply with the representation made in his/her RFP , then the RFP may be deemed null and void. ACSA' s aforesaid rights are without prejudice and in addition to any other rights that ACSA may have in order to claim damages.

ACSA reserves the right to amend the terms and conditions of this RFP at any time prior to finalisation of the contract between the parties and shall not be liable to any proposer or any other person for damages of whatsoever nature which they may have suffered as a result of such amendment. All RFP s are submitted at the entire risk of the proposer.

All agreements arising from RFP s submitted in terms hereof (including any negotiations that follow) shall not be binding on ACSA, its officers, employees or agents unless reduced to writing and signed by a duly authorised representative of ACSA in accordance with applicable laws and policy.

ACSA reserves the right **to postpone the closing date for submission** of RFP s or to withdraw the RFP at any time.

Works must be executed in the name of the business actually tendering to perform the supply, installation and maintenance, and if awarded the contract it must be signed by an authorised representative of the proposer. In the case of a joint venture or partnership, evidence of such authorisation from all members must be included. In the case of a joint venture RFP, officers authorised by both entities must sign the RFP form. The address and telephone numbers of the proposer must appear in B-BBEE Vendor form

The foreign exchange values for the imported content shall be indicated in the country of source and in US Dollar. The exchange rates used in calculating the SA Rand value must be clearly stated in the Schedule of rates, in the RFP.

The following is of utmost importance to ensure the smooth and efficient payment of invoices:

- ✓ Ensure that a proper procurement process was followed and a PO number is obtained before any goods are delivered or services are rendered.
- ✓ The above PO number must be reflected on the invoice. ACSA will not pay any suppliers if they have delivered any goods or services without a PO number. Even if you have a signed contract with ACSA, you **STILL** need a PO number. Please ensure that you receive a PO number from ACSA which you then can quote on all your invoices that relate to that contract.
- ✓ An invoice will only be accepted at the Contact Centre if it has an ACSA Purchase Order (PO) number. Invoices without a PO number will be returned directly to the supplier, and will not be forwarded to the SSC for processing.
- ✓ Please provide business with a delivery note or a copy tax invoice to assist them in processing the goods receipt as soon as the goods are delivered or the service rendered.



- ✓ Please deliver or post the original invoices to the relevant Contact Centre, and to speed up the process you can email the invoice in PDF format to [invoices.acsa@airports.co.za](mailto:invoices.acsa@airports.co.za). The original invoice should not be handed to business.
- ✓ Ensure that you obtain a reference number for your invoice submission as you would require this number for any future correspondence and as proof of submission.
- ✓ Please contact the Contact Centre only for any queries as the SSC will not receive any further direct queries.
- ✓ Payment by means of Electronic funds transfers.
- ✓ At present Airports Company South Africa affects all payments by means of the Electronic Funds Transfer (EFT). We do not issue any cheques any more.
- ✓ Invoices will be paid on the last working day of the month following the invoice date e.g. if an invoice date is 15 April 2010, it will be paid on the 31 May 2010, unless ACSA has contractually in writing committed to different payment terms. Invoices must be submitted in time for payment.
- ✓ Should you have different payment terms negotiated in writing with Airports Company South Africa, please mail this signed contract to [suppliers@acsa.co.za](mailto:suppliers@acsa.co.za) in order to ensure that your payment is made in time.
- ✓ If you have been paid historically via cheque, you need to ensure that you submit your correct banking details to us to be loaded on our system. Please in this instance ensure that you do the following:
  - Email a copy of a cancelled cheque to [suppliers@acsa.co.za](mailto:suppliers@acsa.co.za) as proof of your banking details

The RFP Submission shall be in English.

### **Binding Arbitration Provision**

It is a condition of participation in this RFP process and the proposer and ACSA agree that should any dispute or difference arise between any proposer and ACSA:

- Concerning the purport or effect of the RFP documents or of anything required to be done or performed there under.
- Concerning any aspect of the RFP process to anything done or decided there under: or

- Concerning the validity of the award of the RFP to any proposer or the failure to award same to any proposer, then such dispute or difference shall be finally resolved by arbitration.

Such arbitration shall be by a single arbitrator who shall be:

- Selected by agreement between the parties, or failing such agreement nominated on the application of any party by the Arbitration Foundation of Southern Africa (AFSA).
- The arbitrator shall have power to open up, review and revise any certificate, opinion, decision, requisition or notice relating to all matters in dispute submitted to him/her and to determine all such matters in the same manner as if no such certificate, opinion, decision, requisition or notice had been issued.
- Upon every or any such reference, the costs of an incidental to the reference and award shall be in the discretion of the arbitrator, who may determine the amount of the costs, or direct them to be taxed as between attorney and client or as between party and party and shall direct by whom and to whom and in what manner they shall be borne and paid.
- The award of the arbitrator shall be final and binding on the parties and any party shall be entitled to apply to the Courts to have such award made an order of court.
- Save as set out in this clause, the arbitration shall be conducted in accordance with the rule of the Arbitration Foundation of Southern Africa.
- The arbitration shall be held in Johannesburg in the English language.

#### **RFP Acceptance**

- ACSA reserves the right to reject:-
  - a. Incomplete RFP s
  - b. Late RFP s
  - c. Conditional RFP s.
  - d. Non-compliant RFP s with one or more of the procedural and administrative criteria.
- ACSA reserves the right to withdraw the RFP at any time without giving rise to any obligation to be responsible for any loss or financial damage which may be incurred or suffered by any Proposer.





- ACSA reserves the right to weigh criteria and is not obligated to offer this opportunity to the highest financial proposer nor any responsibility for expenses or loss, which may be incurred by any Proposer in preparation of his RFP.
- Proposers may include with their RFP s any descriptive matter, which, if referred to in the RFP, will form part of the RFP. In case of any discrepancy, however, the issued RFP and Contract Documents and information completed therein by the Proposer, will be considered as the valid and binding RFP.
- ACSA reserves the right to award portions of the RFP to different proposers and is not obligated to accept the whole or only one RFP for purposes of the award of the contract or contracts.
- Proposers may be asked to revise, clarify and/or provide additional information during the RFP evaluation process. These requests would require immediate action and responded to in writing within two (2) working days of the receipt of such request.

<b>ACCEPT</b>	
<b>ACCEPT WITH AMENDMENT/S</b>	
<b>DO NOT ACCEPT</b>	

**COMPANY NAME** \_\_\_\_\_

**REPRESENTATIVE NAME AND SURNAME:** \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Annexure 24: Proof of registration for Contractor's WCA registration and or COID**

**This is to certify that:**

The Bidder is registered and is in good standing with a compensation insurer who is approved by the Department of Labour, in terms of section 80 of the Compensation for Injury and Disease Act (COID) (Act 130 of 1993)

Please attach proof of registration.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Bidder: \_\_\_\_\_

**Annexure 25: Confirmation of Good Standing with the South African Revenue Services**

**This is to certify that:**

The Bidder's Tax Matters have been declared in order by the South African Revenue Services. In the event of a Joint Venture, each member shall comply with this requirement.

Please attach an valid Tax Compliance Status Pin Certificate issued by the South African Revenue Services.

If a company or close corporation has not yet been formed at the time of submitting a bid, the prospective shareholders or members must each supply a tax clearance certificate in their personal capacities.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Bidder: \_\_\_\_\_

**Annexure 25: A certified copy of B-BBEE Verification Certificate**

The bid must include an original or certified copy of the B-BBEE verification certificate issued by a SANAS accredited ratings agency, or an IRBA Registered Accounting Practice or a Sworn Affidavit certified by the Commissioner of Oath.

The Preferential Procurement Regulations Part 3, section 11 (9) states that, “A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an Exempted Micro Enterprise that has the capability and ability to execute the sub-contract.

A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, if the entity submits their B-BBEE status level certificate.

A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, if the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.

A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.

A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

Signed		Date	
Name		Position	
Tenderer			

**(Attach proof to this page)**

**Annexure 26: Proof of registration with the Central Supplier Database (CSD)**

This is to Certify that:

The Bidder's is registered with the Department of National Treasury's Central Supplier Database.

Please attach proof of valid registration on CSD to this page.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Bidder: \_\_\_\_\_



**Annexure 27: Enterprise Questionnaire**

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

**Section 1:** Name of enterprise: .....

**Section 2:** VAT registration number, if any: .....

**Section 3:** CIDB registration number, if any: .....

**Section 4:** Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

\* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

**Section 5:** Particulars of companies and close corporations

Company registration number .....

Close corporation number .....

Tax reference number .....

**Section 6:** Record in the service of the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

- a member of any municipal council
- a member of any provincial legislature
- a member of the National Assembly or the National Council of Province
- a member of the board of directors of any municipal entity
- an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
- a member of an accounting authority of any national or provincial public entity



- an official of any municipality or municipal entity
- an employee of Parliament or a provincial legislature

**If any of the above boxes are marked, disclose the following:**

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

\*insert separate page if necessary

**Section 7: Record of spouses, children and parents in the service of the state**

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

- a member of any municipal council
- a member of any provincial legislature
- a member of the National Assembly or the National Council of Province
- a member of the board of directors of any municipal entity
- an official of any municipality or municipal entity
- an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
- a member of an accounting authority of any national or provincial public entity
- an employee of Parliament or a provincial legislature

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)



		Current	Within last 12 months

\*insert separate page if necessary

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise:

- i)* authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii)* confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii)* confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise, has within the last five years been convicted of fraud or corruption;
- iv)* confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- v)* confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Bidder: \_\_\_\_\_





**Annexure 28: Occupational Health and Safety Act Compliance by Bidder**

In terms of the Occupational Health and Safety Act (1993) Section 37(2) I, ..... on behalf of \_\_\_\_\_ (Contractor) hereby accept full legal responsibility for the actions of all persons employed by ..... (Contractor) to perform work in terms of this contract.

While such acceptance relieves the company of that responsibility, I undertake to respond to any information or direction from the company, aimed at improving or ensuring the safety and health of the persons mentioned above, or those affected by their actions.

I hereby acknowledge that I have read and understand the above rules and undertake to ensure all persons working on this contract observe them.

Title\_\_\_\_\_ Name\_\_\_\_\_

Signature\_\_\_\_\_

Date\_\_\_\_\_

**Countersigned by company authorised official**

Title\_\_\_\_\_ Name\_\_\_\_\_

Signature\_\_\_\_\_

Date\_\_\_\_\_

## Annexure 29: Detailed Specifications of Detection Equipment

### Specification of X-Ray Machines

DUAL VIEW EQUIPMENT - IN GAUGE EQUIPMENT (CABIN BAGGAGE INSPECTION)		
	General Description	Minimum Requirement
Physical	Type	Specify
	Model	Specify
	Manufacturer	Specify
	Country of origin	Specify
	Dimensions: Length Height & Width	H - 1400, W - 880, L - 2600
	Tunnel size (mm)	Minimum: W - 600, H - 400 Maximum: W - 650, H - 460
	Conveyor speed	Forward and Reverse / Atleast minimum of 20 cm/s or faster
	Conveyor belt demarcation	Specify
	Input conveyor height	Minimum of not less that 70 cm from ground
	Maximum inspection object (mm)	H - 1400, W - 880, L - 2600
	Maximum Conveyor Belt Load	>100 kg evenly distributed
	System power	220V AC $\pm$ 10%, single phase, 50Hz
	Side Protection Panels	Rigid and Solid
X-Ray Two Generator and Image performance	Material Separation	specify
	Steel Penetration	> 35 mm
	Guaranteed Detection Capability	Zero False Image Detection



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	Beam Direction	Each Beam Layout Vertical or Upward / Horizontal or Side ways / Diagonal
	Cooling	Sealed oil bath with forced air
	Duty Cycle	100 % Automatic Start-up
	Generator imaging type	Dual Generator Imaging
	Storage Temperature	0°C - 40°C
Operating Environment	Operating temperature	-20°C - 60°C
	Relative humidity	Up to 95% Non-Condensing
	Design Lifespan	Minimum of 7 years
	Average 'uptime'	99,5% under realistic operating conditions
Health and Safety	Design Lifespan	Minimum of 7 years
	Compliance to legislation	TSA ECAC National Department of Health of South Africa
	Maximum leakage radiation	Less than 0.1 mR/hr
	Storage format	Yes / No -Specify
	Export of Images	Yes / No -Specify
Computer	Processor and OS	Windows OS



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	Self-diagnostic software	Manual / Automatic capabilities
	Memory (RAM)	> 4GB
	Memory (HDD Storage capacity)	> 1 TB
	Features	CD-Rom Drive, USB port, UPS Matrix server and Networking High Resolution-HD
Imaging	Storage format	Specify
	Export of Images Capabilities	Yes / No -Specify
	Import of Images	Yes / No -Specify
	Export of Images	Yes / No -Specify
	Screener Performance Detection report	Yes / No -Specify
	Screener detection performance report	Yes / No -Specify
Operator Assist (OA)	Automatic Threat Detection of Explosives, Flammables, Prohibited, and other	Yes / No -Specify



<b>GOODS/CARGO AND PALLETS DUAL VIEW X RAY MACHINE AND DELIVERY INSPECTION</b>		
	<b>General Description</b>	<b>Minimum Requirement</b>
Physical	Type	Specify
	Model	Specify
	Manufacturer	Specify
	Country of origin	Specify
	Material Construction	Anti-corrosive Steel with standard colours
	Dimensions: Length, Height & Width	L - 7000, H - 2200, W - 3000
	Tunnel size	Minimum: W - 1500, H - 1500 Maximum: W - 1700, H - 1700
	Conveyor speed	< 0,25 m/s
	Maximum Conveyor Belt Load	> 3000 kg
	Conveyor belt demarcation	Specify
	Input conveyor height	Specify
	Maximum inspection object: Length, Height, Width	Specify
	System power	230V AC ± 10%, single phase, 50Hz UPS to have > 30 minutes backup time



**AIRPORTS COMPANY**  
SOUTH AFRICA

	Side Protection Panels	Solid and rigid
X-Ray Generator and Image performance	Material Separation	Specify
	Steel Penetration	> 35 mm
	Guaranteed Detection Capability	Zero False Image Detection
	Beam Direction	Each Beam Layout Vertical or Upward / Horizontal or Side ways / Diagonal
	Cooling	Sealed oil bath with forced air
	Generator imaging type	Dual Generator Imaging
	Duty Cycle	100 % Automatic Start-up
Image Generating System	Image presentation	BW and Colour
	Monitor Type & Size	Monitor, High Resolution HD
	Features	Continuous Zoom up to 64x, Contrast Adjustment, Organic/Inorganic Discrimination
Computer	Processor and OS	Windows OS
	Self-diagnostic software	Manual / Automatic capabilities
	Memory (RAM)	> 4GB
	Memory (HDD Storage capacity)	> 1 TB



**AIRPORTS COMPANY**  
SOUTH AFRICA

	Features	CD-Rom Drive, USB port, UPS Matrix server and Networking High Resolution-HD
Operating Environment	Storage Temperature	0°C - 40°C
	Operating temperature	-20°C - 60°C
	Relative humidity	Up to 95% Non-Condensing
	Design Lifespan	Minimum of 7 years
	Average 'uptime'	99,5% under realistic operating conditions
Health and Safety, Legal Compliance	Compliance to legislation	TSA ECAC National Department of Health of South Africa
	Protection Class	IP 20 (system) and IP 43 (control panel)
	Maximum leakage radiation	Less than 0.1 mR/hr
	Features	Alarm management, Emergency stop buttons, safety interlocks, Film Safe
Imaging	Storage format	Specify
	Export of Images Capabilities	Yes / No -Specify
	Import of Images	Yes / No -Specify



**AIRPORTS COMPANY**  
SOUTH AFRICA

	Export of Images	Yes / No -Specify
	Screeener Performance Detection report	Yes / No -Specify
Operator Assist (OA)	Automatic Threat Detection for the following: Explosives, Prohibited, Other	Yes / No -Specify





<b>HIGH PERFORMANCE WALK-THROUGH METAL DETECTOR</b>	
<b>General Description</b>	<b>Minimum Requirement</b>
Critical Features	<p>Elliptic column shape or traditional panel versions available.            Dynamic threat object detection range from guns to ½ cutter blade            Discrimination of personal effects with a very low nuisance alarm rate.            60 or more zones with left and right indication            Met-identity technology identifies the metal type in real time.            High precision bidirectional counter with automatic.            Rescreening compensation            SweepScan4D to allow a uniform inspection field and reduce nuisance alarms.            Chip Card capability for fast, simple, and safe programming.            Random alarm capability programmable from 0% to 99%.            Advanced resistance to electromagnetic interferences.            One touch automatic self-installation.            Only low voltage DC power within the gate structure.            Standard interfaces: Serial Interface, Bluetooth, infrared            Interface availability</p>
Quality	Continuous self-diagnostic system
	Proven reliability
	No calibrations required
	No scheduled maintenance
	Fully digital design
Walk-through gate structure	State-of-the-art, compact washable panels and elliptical columns
	Protected against aging, weather and wear
Central control unit	Ergonomic and robust design
	High Visibility alphanumeric display and programming keyboard.
	Made of advanced plastics (IP20 protection degree) or stainless steel (AISI 304 IP67 protection degree) and antivandalic construction.
	Access to the front panel Protected by hardware key and a level of passwords
Alarm signalling (Password protected functionality)	Visible Multi Signals 4light bars with software reversible direction and pacing indication.
	Green and red metering Signals proportional to the mass of the object detected.
	ADJUSTABLE AUDIBALE High acoustic intensity alarm signal
	SIGNALS 10 continuous and pulsed tone plus 34 special tones
	10 sound intensities ranging from 0 to 90 dbA at 1m.



Type of signalling	Visual: fixed or proportionate to the mass in transit-visible from 6m under lighting of 4000lux.
	VISUAL WITH ZONAL Horizontal indication, via 3 distinct zones (left, centre, right).
	SUBDIVISIONS for every height: total of 60 distinct zones (20 vertical zones X 3 horizontal zones).
	Indicate any International SECURITY LEVEL Standard machine conforms with
	Control Unit, display and keyboard.
	Programming and chip card access protected by {user and super} password.
Operational features and installation data	Very high discrimination and transit flow rate, indicate machine throughput.
	Quick reset time, programmable in milli seconds.
	Very high detection speed {up to 15m/s}.
	Build-in operational and technical functional verification.
	One-touch key reading of inbound, outbound and Security Level Data.
	Automatic synchronization between two or more metal detectors with distance of down to 15cm without the use of external cables.
	Built-in floor sensitivity adjustment function.



<b>EXPLOSIVE TRACE DETECTION UNITS (STANDALONE)</b>	
<b>General Description</b>	<b>Minimum Requirement</b>
Detection Capacity	The system should detect a wide range of explosives (marked and unmarked) and a wide range of narcotics. The provision should be available for future upgrades for new substances. The system should detect range of explosives (marked and unmarked) which should include RDX, PETN, TNT, Dynamite, SEMTEX, C4, HMX, Ammonium Nitrate and range of Narcotics which should include Cocaine, Heroin, Amphetamine, Methamphetamine, MDA, and THC. The provision should be available for future upgrades for new substances.
Operating Modes	Provision should be available for the operator to select the modes out of followings. Explosive & Narcotics
Detection Technology & Equipment	Should be approved by TSA or ECAC.
Sensitivity	Capable of detecting Explosives/Narcotics in the Nano gram range.
Selectivity	Minimal false detection and minimal alarm rate. Specify false alarm rate in %
Sample collection	Preferably, Surface wipe for trace particles. Please specify if method is different which has to be approved by TSA or ECAC.
Warm up time and Power	Approx. 20-30 minutes
Signal Processing	Please specify the details of Signal Processing considering below as a guideline i. Variable integration time ii. Plasma gram component iii. Recognition of multiple explosives in particulate vapour mode
Weight and Dimensions	Please specify
Calibration	Automatic Calibration is mandatory
Display	HMI touch screen should be available. The size of the display should be minimum of 10 inches or above and should be high resolution-HD.
Networking Facility	Availability of networking facility to connect the system to a standard LAN is preferred.
Printer and Reports	Facility to generate reports should be available and inbuilt printing facility is preferable. Also, provision should be available to transfer generated reports through USB connection and the report format should be in standard readable format.
Susceptibility to interference	Should be minimum. Supplier is to state if there is any limitation.
Environmental Limits	Operating temperature - 0 to + 40 C. Humidity - up to 95%, non-condensing
Operating Language	System operating language should be English.

## MANUAL ROLLER BED MODULES

### Rollers

40mm diameter X 1.25mm thick mild steel BZP finish, complete with semi-precision bearings and an 11mm hex. spring loaded spindle

Roller Length for (RL): 780mm

General Roller Pitch: 45mm

Length of entrance roller bed only:1000mm

Length of exit roller bed only 2800mm

### Side Frame

Extruded aluminium alloy profile, satin anodised, with removable black cover extrusion made from high – tech polymer plastic. Profile 30mm x 120mm High. Snapped into the profile is to be a guide rail made from low friction plastic copolymer material, to prevent damage to the conveyed goods. The side frame comprises of the rollers and the inspection table.

### Supports

Extruded aluminium profile, anodised, with integral T – groove for adjustability. The support legs are adjustable in height +/- 200mm

Specified term of reference height range: 640mm

General Support pitch: 4 supports (8 legs)

### Inspection Table

304 Stainless Steel Deck bolted into conveyor framework with a 2B Satin finish. Deck height to match top of roller height for transfer of inspected goods. T-piece section to form a single seamless inspection table for transfer of goods requiring further inspection.

Length: 1400mm with T-piece length of 1200mm.

Width: To fit inside conveyor frame

### Fixed End Stop

A fixed end stop to be fitted at the end of the inspection table. Endstop to be manufactured from the frame profile for continuity.

## MANUAL ROLLER BED CHUTE FOR INSPECTION TRAYS

### Rollers

20mm diameter X 1.25mm thick mild steel BZP finish, complete with semi-precision bearings and an 11mm hex. spring loaded spindle

Roller Length for (RL): 400mm

General Roller Pitch: 45mm

Length of roller bed only:4000mm

### Side Frame

Extruded aluminium alloy profile, satin anodised, with removable black cover extrusion made from high – tech polymer plastic. Profile 30mm x 120mm High. Snapped into the profile is to be a guide rail made from low friction plastic copolymer material, to prevent damage to the conveyed goods. The side frame comprises of the rollers and the inspection table.

### Supports

Extruded aluminium profile, anodised, with integral T – groove for adjustability. The support legs are adjustable in height +/- 200mm

Specified term of reference height range: 640mm

General Support pitch: 4 supports

### Fixed End Stop

A fixed end stop to be fitted at the end of the inspection table. End stop to be manufactured from the frame profile for continuity.